

**CITY OF LONG BEACH  
DEPARTMENT OF PARKS, RECREATION AND MARINE  
PARKS AND RECREATION COMMISSION MINUTES  
JUNE 17, 2004**

**I. CALL TO ORDER**

The meeting of the Parks and Recreation Commission was called to order by Bea Antenore, President, at 9:00 a.m., in the large conference room at the Parks, Recreation and Marine administration building. Phil Hester, Director of Parks, Recreation and Marine, took roll call and confirmed a quorum.

**Present:** Bea Antenore, President  
Chris Kozaites, Vice President  
Raymond Chavarria  
William Marmion  
Harry Saltzgaver  
Drew Satariano

**Absent:** Naomi Rainey (excused)

**Staff:** Phil Hester, Director of Parks, Recreation and Marine  
Thomas Shippey, Manager, Maintenance Operations Bureau  
Dennis Eschen, Manager, Planning and Development  
Bert Srack, Acting Manager, Community Recreation Services  
Connie Oden, Community Services Supervisor  
Steven Neal, Chief Ranger  
Kevin Prelgovisk, Manager, Business Operations  
Gwendolyn Parker, Superintendent of Contracts and Revenue Development  
Dan Rosenfeld, Assistant Administrative Analyst  
Tess Alfonso, Supervisor, Reservations/Registration Office  
Robin Black, Executive Secretary to the Director

**Guests:** None

**II. APPROVAL OF MINUTES – MAY 20, 2004**

The minutes were not available this month.

**III. SAMMY AWARD PRESENTATION – BERT SRACK**

Ms. Srack said that the person who was going to receive the Sammy Award couldn't attend, so she would present the award next month.

**IV. EMPLOYEES-OF-THE-MONTH PRESENTATIONS FOR APRIL**

Vice President Kozaites stated that only one Employee of the Month was available this month, due to vacations. He said that this is the conclusion of his two years of presenting awards and this is really the best job as a Commissioner.

Vice President Kozaites announced Ms. Eileen Ludlam as Community Recreation Services Bureau's Lead/Supervisory Employee of the Month. Mr. Jesus Thillet stated that Eileen is so dependable and she takes care of Houghton Park when the supervisor, Sonny Seng, is not there.

Mr. Sonny Seng stated that Eileen exemplifies what a true recreation person is all about. He said that she is always there to take care of the seniors and the community and she is very proactive in developing programs. He stated that she really looks ahead and makes them all feel welcome.

**V. COMMISSION ACTION ITEMS**

**#04-0601**

PERSONAL SERVICES/INSTRUCTION AGREEMENTS-MONTHLY APPROVAL

**It was moved by Commissioner Marmion and seconded by Commissioner Chavarria to authorize the Community Recreation Services Bureau Manager or his or her management designee to execute the Personal Services and Instruction Agreements and amend Attachment "A" of the agreements as needed. The motion carried unanimously.**

**#04-0602**

MEMORIAL BENCH FOR DONALD FISH, SR. AND DONALD FISH, JR.

**It was moved by Commissioner Satariano and seconded by Commissioner Marmion to approve the placement and installation of the memorial bench for Donald Fish, Sr. and Donald Fish, Jr. in Bluff Park. The motion carried unanimously.**

**#04-0603**

RECOMMENDATION REGARDING THE NAME "BURTON CHACE PARK" FOR THE MINI-PARK AT THE NORTHWEST CORNER OF MARKET STREET AND DAIRY AVENUE

Mr. Hester stated that the Parks and Recreation Commission recommendation would then be sent back to the Housing and Neighborhoods Committee of the City Council and then on to the full City Council.

Commissioner Saltzgaver asked where the funding for this park would come from. Mr. Eschen responded that funding came from the Redevelopment Agency.

**It was moved by Commissioner Marmion and seconded by Commissioner Chavarria to recommend to the Housing and Neighborhood Committee and the full City Council that Burton Chace Park is an appropriate name for the new mini-park being developed at the northwest corner of Market Street and Dairy Avenue. The motion carried unanimously.**

**#04-0604**

**PLYMOUTH AND ELM MINI-PARK**

Mr. Eschen stated that this site was a former church site and its parking lot, which was across the street. He said that the church burned down and Redevelopment purchased the lot and is dedicating it as a park. He stated that a mini-community garden area would also be put in the park. Mr. Eschen said that parking spaces would also be added.

**It was moved by Commissioner Chavarria and seconded by Commissioner Satariano to approve the development of recreational facilities at 325 E. Plymouth and 5346 Elm Avenue. The motion carried unanimously.**

**#04-0605**

**ADDITION TO MARTIN LUTHER KING, JR. COMMUNITY POOL BUILDING**

Mr. Eschen stated that this is the completion of the project to enclose the pool, which has excessive use, and that the locker room and restroom facilities are currently inadequate. He said that this addition would match the existing building.

Commissioner Saltzgaver asked where the funding would come from for this project. Mr. Eschen responded that the funding comes from a grant from the Urban Parks, Recreation and Recovery program (a federal grant), park impact fees, a small amount of General Fund money, and Proposition 12 funds.

**It was moved by Commissioner Saltzgaver and seconded by Commissioner Marmion to approve the addition of recreational facilities at Martin Luther King, Jr. Community Pool Building. The motion carried unanimously.**

**#04-0606**

PICNIC CONCESSION PERMIT WITH BAR-B-QUE EXPRESS, INC.

It was moved by Commissioner Saltzgaver and seconded by Commissioner Satariano to authorize the Director to execute a Picnic Concession Permit with Bar-B-Que Express, Inc., for a term of three years with options for renewal subject to the discretion of the director. The motion carried unanimously.

**#04-0607**

PICNIC CONCESSION PERMIT FOR LARRY RICE DOING BUSINESS AS BEST BARBEQUE AND CATERING COMPANY

It was moved by Commissioner Marmion and seconded by Commissioner Chavarria to authorize the Director to execute a Picnic Concession Permit with Larry Rice, doing business as Best Barbeque and Catering Company, for a term of three years with options for renewal subject to the discretion of the Director. The motion carried unanimously.

**VI. PUBLIC HEARING – FEES AND CHARGES**

Vice President Kozaites stated that staff has done an unbelievable job in analyzing all the fees. He said that the Finance and Appeals Committee met several times and the recommended fee structure brings the Department's fees into parity with the rest of Southern California. He stated that this does not put the fees on the high end, but it does get the fees out of the low end.

President Antenore opened the public hearing for fees and charges.

Mr. Hester explained that staff has done a lot of work to analyze the fees of the Department in comparison to those of the surrounding cities. He said that staff needs to work with the Parks and Recreation Commission to develop policies on fees and charges and discuss cost recovery. He also stated that the last fee adjustment was approximately 8 to 10 years ago and staff has had to absorb costs in the past.

Ms. Gwendolyn Parker went over each of the proposed adjustments to the fees and charges.

President Kozaites stated that the Committee also recommends that the funds remain in the Department to be used for facilities.

Vice President Kozaites stated that the Committee should have meetings to discuss the fees regularly, at least on an annual basis.

Commissioner Satariano stated that the cities surveyed plan to also conduct their own survey and raise their rates.

Commissioner Chavarria asked how many non-profit groups the Department waives fees for. Mr. Hester stated that there are non-profit groups that the Department waives fees for and this should probably be another policy discussion.

Commissioner Saltzgaver requested a report of all non-profit fee waivers and that it be placed on the Commission agenda for next month.

President Antenore asked if anyone wished to make a comment. Not hearing any, President Antenore closed the public hearing.

**It was moved by Commissioner Satariano and seconded by Commissioner Marmion that a public hearing was conducted concerning the proposed fees and a resolution adopted for fees and charges relating to community center facilities, picnic sites, tennis centers, and vehicle entry fees effective October 1, 2004, and that the funds be redirected back to the maintenance, staffing, and operation of facilities. The motion carried unanimously.**

## **VII. COMMITTEE STATUS REPORTS**

### **A. EXECUTIVE COMMITTEE** President Antenore, Chair

President Antenore stated that the Committee met and discussed the agenda.

### **B. FINANCE AND APPEALS COMMITTEE** Vice President Kozaites, Chair

Vice President Kozaites stated the statement is included in the packet. He said that the 67 percent of the year has expired, expenditures are down at 57.2 percent and revenue is at 61.6 percent.

Mr. Hester stated that the Committee should meet before the next Parks and Recreation Commission meeting to discuss the budget.

### **C. PARK SAFETY COMMITTEE** Commissioner Rainey, Chair

President Antenore stated that there was no meeting this month, but the report was included in the packet.

Chief Neal stated that there is an increase of gang numbers in parks and contacts have increased. He said that there is also an increase in transients in the city.

D. EQUAL EMPLOYMENT OPPORTUNITY AND CUSTOMER SATISFACTION COMMITTEE  
Commissioner Satariano, Chair

Commissioner Satariano stated that the Committee did not meet this month.

E. CAPITAL IMPROVEMENT PROJECTS COMMITTEE  
Commissioner Marmion, Chair

Commissioner Marmion stated that the Committee did not meet, and to review pages 25 and 26 of the Director's Report for a summary of projects.

Commissioner Satariano stated that he would like the Commissioners to have another tour of the Skylinks Golf Course.

F. CITY SCHOOLS/JOINT COMMITTEE  
President Antenore, Chair

President Antenore stated that the Committee met last week. She then reviewed the items from their meeting.

**VIII. DIRECTOR'S REPORT TO COMMISSION**

A. DIRECTOR'S MONTHLY REPORT – MAY 2004

Vice President Kozaites stated that Blair Field looked great on television for the California State University, Long Beach baseball game.

Commissioner Satariano stated that when the Mayor speaks at special events, she always seems to always compliment the Department and the parks.

**VIII. CORRESPONDENCE**

President Antenore stated that she received a letter about the El Dorado duck pond and that the ducks were being eaten. Mr. Hester responded that the Department also received the letter and staff was looking into the situation and would respond to the person.

**IX. UNFINISHED BUSINESS**

**A. DEPARTMENT'S STRATEGIC PLAN – STANDING ITEM**

President Antenore stated that there was nothing new on this item.

**B. ELECTION AND INSTALLATION OF NEW OFFICERS – NOMINATING COMMITTEE**

President Antenore stated that she appointed Commissioner Marmion as Chair, Commissioner Satariano, and Commissioner Saltzgaver.

Commissioner Marmion stated that the Committee met and he thanked President Antenore for her time served as President. He said that the Committee recommended Chris Kozaites as President and Harry Saltzgaver as Vice President.

**It was moved by Commissioner Satariano and seconded by Commissioner Chavarria to appoint Chris Kozaites as President and Harry Saltzgaver as Vice President of the Parks and Recreation Commission. The motion carried unanimously.**

**X. NEW BUSINESS**

President Antenore stated that there was no New Business.

**XI. COMMENTS**

**A. AUDIENCE**

There were no comments from the audience.

**B. STAFF**

Ms. Connie Oden talked about the upcoming Juneteenth Celebration, which would happen on June 19, at Martin Luther King, Jr. Park.

Ms. Srack distributed flyers on the Juneteenth Celebration, events at the Rancho Los Cerritos, and for the Grand Reopening of the Silverado Park Gym.

Ms. Srack stated that she would like Cynthia Fogg to attend the next Commission meeting to give an update on the 21<sup>st</sup> Century Learning Center Grant received by the Long Beach Unified School District, through which the Department will also receive funds.

Mr. Hester stated that it is hard to get nominations for three Employees of the Month every month. He said that it is possible they would look at Employees of the Month being awarded every three months.

Mr. Hester also mentioned that the administration building large conference room does not seem large enough for all the employees to join the Commission meeting to recognize the Employees of the Month. He said that it is possible for future meetings to be held at the El Dorado Park West Senior Center in the Library.

C. COMMISSIONERS

There were no comments from the Commissioners.

**XII. NEXT MEETING**

The next meeting will be held at 9:00 a.m. on Thursday, July 15, 2004, in the library at El Dorado Park West Senior Center, 2800 Studebaker Road, Long Beach.

**XIII. ADJOURNMENT**

President Antenore adjourned the meeting at 10:53 a.m.

Respectfully submitted,

Robin Black  
Executive Secretary  
to the Director

c: Phil T. Hester, Director of Parks, Recreation and Marine